



RESEARCH ETHICS CHECKLIST FOR AN INVESTIGATION INVOLVING ANIMALS

This checklist must be completed AFTER the KDCI Code of Research Ethics and Guide to Responsible Conduct of Research has been read and BEFORE gathering data.

NOTE: *This checklist is completed after the research proponent fills out the General Checklist Form.*

Only answer this Checklist if you answered YES on question 2 of the General Checklist.

Researcher Details	
Lead Researcher's Signature	
Lead Researcher's Name (Please Print)	
Email Address(es)	
Department/College/ Course	
Proposed Title of the Research	
Term(s) and academic year in which research project is to be undertaken	
Other members involved in the project	

(ANIMAL INFORMATION)

Common Name of the laboratory animal: _____

Scientific name: _____

Strain: _____

Number of animals to be used in the study: _____

Source (e. g. local supplier, pet owner, impounding facility): _____

If imported, please state the country and laboratory/company: _____



Please provide a brief description of the data collection procedure to be undertaken in the research:

Provide proper documentation in support of your application for approval.

If you are studying pet animals/farm animals, please provide a copy of consent form for the owner of the animal(s).

If you are studying street animals from impounding areas, please provide a copy of the permit for the veterinarian in charge of the facility.

The following items refer to some important ethical considerations in the conduct of research with animals. Provide a check for the appropriate answer to each question posed below.

Question(s)	YES	NO	Not Applicable
1. Will the animals be transported from the source place to the research site/laboratory? If yes, please describe the conditions that the animals will be subjected to during the transport: _____ _____ _____			
2. Will the animals be housed in the animal facility inside the College during the conduct of the experiment? If yes, please describe the preparations/arrangements that have been made with the General Services Department for the housing of the animals. _____ _____ _____			



Question(s)	YES	NO	Not Applicable
3. Does your study involve manipulation of the animal's environment using a procedure that is not normally being performed in husbandry or habitat management? If yes, please describe why the manipulation is needed and how it will be done. _____ _____ _____			
4. Does your study involve the introduction of an infectious agent on the animal? If yes, please identify this infectious agent and describe how this is going to be introduced to the animal. _____ _____ _____			
5. Is there a risk that these animals will transmit this infectious agent to other animals or humans? If yes, what measure will be done to avoid this? _____ _____ _____			
6. Does your study involve the administration of drugs, placebo, plant extracts, etc. on these animals? If yes, please identify this substance/drug/extract and what the expected outcomes/effects of this drug will be on the organism/animal? _____ _____ _____ _____			
7. Will you be exposing the animals to radiation or other physical agent? If yes, please specify this physical agent (e.g. Xray, gamma ray, microwave) and the dose to be given. _____ _____ _____ _____			
8. Will the study involve prolonged exposure or repeated administration of these chemical substance/physical agents? If yes, what safety measures will be undertaken to ensure that the accumulated dose will still be within the safe limit of tolerance of the animal? Since tolerance level varies among animals, what indicators will you monitor to avoid an overdose? _____			



Question(s)	YES	NO	Not Applicable
9. Are you attaching gadgets/ monitoring device to the animal? If yes, what is this gadget and its purpose/function? 			
10. Will surgical procedure be performed on the animal? If yes, will the animal be anesthetized during the procedure? (please indicate the individuals who will be involved in performing procedure). 			
11. Will this surgical procedure be done inside the College? If yes, please identify the specific location within the College where this procedure will be performed. 			
12. Will your study involve animals that are either pregnant or raising young? If yes, please attach an argument that outlines how the condition of the animal is of vital importance to the outcome of the study. 			
13. Will the research involve biological samples (e.g., blood and sample tissues) to be obtained directly from a live animal? If yes, when and how many times will the collection be done? (If more than one type of biological sample will be collected, state these samples). 			
14. Will the research involve the extraction of genetic material from these biological samples? If yes, what vital information/use will the genetic material generate? 			



Question(s)	YES	NO	Not Applicable

15. Will the genetic materials/genetic information generated be used in another study (e.g. will become part of a repository of genetic information/collection for the College)? If yes, what study is this? _____ _____ Is this study stated in the proposal? Please check: ____ Yes ____ No			
16. Is there a risk of causing pain, suffering, or psychological stress/change in the animal as a consequence of this research? If yes, what measures are in place to lessen this physical/psychological outcome? _____ _____ _____			
17. Will the animals be maintained alive throughout the study? If yes, please attach a description of how they will be maintained in the animal facility/laboratory.			
18. Is euthanasia the end point of your research project? If yes, please indicate what method will be used (e.g. cervical dislocation, lethal injection) _____ _____ _____			
19. Will the animals be disposed of after they are killed? If yes, please describe the procedure for the disposal and where these animals will be disposed. _____ _____ _____			
20. If the animals are kept alive at the end of the study, will they be released back to their natural environment? If yes, how and where will they be released? _____ _____ _____			
21. Will the conduct of the experiment pose a threat/risk to the immediate surrounding/community?			



Question(s)	YES	NO	Not Applicable
If yes, please identify what risk or danger and what precautionary measures are in place to lessen the risk/threat. _____ _____ _____			
22. Is a pharmaceutical company/business providing support for this research? If yes, please identify this company or institution. _____ _____ _____			
23. Is a commercial product an end goal of your research? If yes, do you want to apply for a patent for this product? Please check: ☐ Yes ☐ No			

Answering YES to any of the above items will signal an ethical issue that needs to be addressed. Some actions that will allow for the adherence to research ethical principles are provided with each item. You must answer the request for follow-up information or question. The researcher will have to determine how these issues will have to be addressed in the proposal. The researcher is advised to refer to the College's Guide to the Responsible Conduct of Research for other procedures to ensure adherence to ethical principles in the conduct of research.

The College Research Ethics Committee reserves the right to elevate issues of serious consideration in the event that the explanation provided is not acceptable/sufficient.

Declaration

I certify that I have read and understood the Kidapawan Doctors College Code for the Responsible Conduct of Research and will abide by the ethical principles in this document. I will submit a final report of the proposed study to the KDCI IRB. I will not commence with data collection until I receive an ethics review approval from the IRB.

_____	_____
Name and Signature of Principal Investigator	Date

UNDERGRADUATE STUDENTS ONLY

I confirm that the student(s) is/are capable of undertaking this research in a safe and ethical manner.

_____	_____	_____
Name of Adviser	Signature	Date